



WOMBWELL PARK STREET PRIMARY SCHOOL RISK ASSESSMENT & REOPENING ACTION PLAN FROM SEPTEMBER 2020

Numbers for Reopening September 2020

In the 'Guidance for full opening of schools' (2.7.20), the DfE has requested that:

'Given the improved position, the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from Coronavirus (COVID-19), and this guidance explains the steps schools need to take to reduce the risks still further. As a result, we can plan for all children to return and start to reverse the enormous costs of missed education. This will be an important move back towards normal life for many children and families.'

The guidance makes up a PHE endorsed 'system of control' which when implemented in line with a revised risk assessment, the measures create an 'inherently safer environment for children and staff where the risk of transmission of infection is substantially reduced'.

As such, when school reopens to all children in September 2020, the school numbers are expected to be as follows:

Year Group	Team Name	Pupils in Bubble
Nursery AM	Team CM	17
Nursery PM	Team CM	13
Reception	Team WP	30
Reception / 1	Team CC	30
Year 1	Team CH	31
Year 2	Team CT	29
Year 2 / 3	Team AC	25
Year 3	Team GG	32
Year 4	Team JF	25
Year 4	Team JD	25
Year 5	Team AF	23
Year 5	Team LG	22
Year 6	Team LL	35

It is important to note that, due to sharing the same staff members, Morning and Afternoon Nursery will be counted as **one bubble**.

Initially, each of these teams will be classed as one 'bubble'. As time goes on, and as further guidance is introduced, there may be opportunity for 'double bubbles' which will allow two bubbles to work together and work in a way similar to the way our school normally runs.

Numbers for Reopening 5th January 2021 for Children of Key Workers and Those Identified as Vulnerable

In R and R/1 the number of pupils in these bubbles will be capped at 15. For the other pupils in Y1 – Y6 their bubbles will be capped between 15 and 18 depending on space available and pupils ability to socially distance.

Year Group	Team Name	Places Requested as of 5.1.21	Children attending as of 20.1.21
Nursery AM	Team CM	5	open to all
Nursery PM	Team CM	5	open to all
Reception	Team WP	14	15
Reception / 1	Team CC	15	15
Year 1	Team CH	12	9
Year 2	Team CT	9	9
Year 2 / 3	Team AC	12	13
Year 3	Team GG	18	18
Year 4	Team JF	7	8
Year 4	Team JD	13	11
Year 5	Team AF	14	15
Year 5	Team LG	9	9
Year 6	Team LL	14	16

Numbers for Return for All Pupils from 8th March 2021

Year Group	Team Name	Pupils in Bubble	Updated numbers May 2021
Nursery AM	Team CM	22	26
Nursery PM	Team CM	14	18
Reception	Team WP	29	29
Reception / 1	Team CC	30	30
Year 1	Team CH	31	31
Year 2	Team CT	30	30
Year 2 / 3	Team AC	26	26
Year 3	Team GG	32	32
Year 4	Team JF	25	25
Year 4	Team JD	25	25
Year 5	Team AF	23	23
Year 5	Team LG	20	20
Year 6	Team LL	34	34

Numbers for Return 6th September 2021

Year Group	Team Name	Pupils in class teams
Nursery AM	Team CM	16
Nursery PM	Team CM	12
Reception	Team CW	30
Reception / 1	Team EO	30
Year 1	Team CH	21
Year 2	Team JF	30
Year 2 / 3	Team AC	30
Year 3	Team CB	29
Year 4	Team JD	29
Year 4/5	Team DB	32
Year 5	Team LG	32
Year 6	Team AF	23
Year 6	Team LL	21

Whole School Risk Assessment for the planned re-opening of school September 2020 - 2021 (updated regularly)

Systems of Control:

This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below. Guidance May 2021 states that:

'If you follow the systems of controls, you will effectively reduce risks in your setting and create an inherently safer environment.'

Prevention:

- 1) minimise contact with individuals who are required to self-isolate by ensuring they do not attend school
- 2) ensure face coverings are used in recommended circumstances
- 3) ensure everyone is advised to clean their hands thoroughly and more often than usual
- 4) ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach
- 5) maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents
- 6) consider how to minimise contact across the site and maintain social distancing wherever possible
- 7) keep occupied spaces well-ventilated

In specific circumstances

- 8) ensure individuals wear the appropriate personal protective equipment (PPE) where necessary
- 9) promote and engage in asymptomatic testing, where available

Response to any infection:

- 10) promote and engage with the NHS Test and Trace process
- 11) manage and report confirmed cases of coronavirus (COVID-19) amongst the school community
- 12) contain any outbreak by following local health protection team advice.

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
<p>1. All risk assessments, health and safety policies and compliance checks will need to be completed before reopening</p> <p><u>PH: INCREASED RISK OF THE SPREAD OF CORONAVIRUS DUE TO LACK OF PREPARATION</u></p>	<ul style="list-style-type: none"> ✓ These will be completed initially at Trust level (PPE, H&S etc) and then applied to individual circumstances at WPSPS. Staff will ensure that the most up to date government guidance is followed (May 2021). https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/985138/10_May_Schools_Guidance.pdf ✓ It is vital that all of these changes and new ways of working are communicated to staff and parents alike. 	Trust and HT	<p>Agreed 13.7.20 to commence 2.9.20 Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21</p>
<p>2. Organisation of classes and groups in accordance with all relevant guidance</p> <p><u>PH: CONTRACTING OR SPREADING CORONAVIRUS BY NOT TAKING STEPS TO MINIMISE CONTACT AND ADHERE TO SOCIAL DISTANCING WHERE POSSIBLE THROUGHOUT SCHOOL</u></p>	<ul style="list-style-type: none"> ✓ Team classes will no longer be referred to as 'bubbles', in line with Government guidance. ✓ Classes will now mix at specific times of day for the efficient education of the children eg for RWI sessions and play times. ✓ Staff will have access to Aqueous Ozone spray to continue to clean equipment and spaces as they see fit eg hot spots. ✓ Staff movement will be less limited in school, but will be asked to be cautious where possible eg wear a face covering in busy, shared areas when together eg for training. ✓ Assemblies and whole school celebrations will be reintroduced over the autumn term. Collective worship will take place in classes each day. Friday's Golden Book assembly will be delivered via Microsoft Teams to the children in school and will be reintroduced in time. Staff will plan additional sessions within the curriculum to focus on pupil's emotional wellbeing. ✓ Supply teachers / teaching assistants (TAs) will continue to be used (temperature check and COVID-19 Visitor form completed alongside the Admin Team). The same expectations will apply to external professionals providing interventions, observations and support for pupils with SENDB (where this cannot be completed virtually). ✓ Students/volunteers will continue to visit school for placements. Relevant health and safety and COVID-19 inductions will take place and the same will apply with them as with supply teachers and TAs. 	HT, SLT and all staff	<p>Agreed 13.7.20 to commence 2.9.20</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21</p> <p>Reviewed 8.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21</p>
<p>3. Measures within the classroom</p>	<ul style="list-style-type: none"> ✓ Classes from Year 1 upwards can now return to having tables laid out as teachers wish (ie not all facing the front). ✓ Aqueous Ozone spray will be provided for staff should they wish to use it for communal hot spot cleaning, depending on the needs of the children in class. 	SLT and class teachers	<p>Agreed 13.7.20 to commence 2.9.20 Actions and controls ongoing to be reviewed half</p>

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
<u>PH: CONTRACTING OR SPREADING CORONAVIRUS BY NOT TAKING STEPS TO MINIMISE CONTACT AND ADHERE TO SOCIAL DISTANCING WHERE POSSIBLE WITHIN EACH CLASSROOM</u>	<ul style="list-style-type: none"> ✓ Staff and children will be requested to hand wash regularly. ✓ Sanitiser will be provided for all classrooms for children and staff to use. Children and staff may also use their own. ✓ Children will be encouraged to wash their hands at regular intervals during the day and good handwashing regimes should be encouraged more than the use of hand sanitiser. 	Caretaker / class staff	termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21
4. Refresh the timetable <u>PH: CONTRACTING OR SPREADING CORONAVIRUS BY NOT TAKING STEPS TO MINIMISE CONTACT AND ADHERE TO SOCIAL DISTANCING WHERE POSSIBLE THROUGH STRATEGIC PLANNING OF PROCEDURES AND ACTIVITIES WITHIN THE SCHOOL DAY</u>	<p>✓ Classes will continue to arrive at the refreshed times of day for autumn 1 (due to positive parental feedback on this matter): Nursery pupils for the morning session will have the times of 8:15 – 11.15am. Nursery pupils for the afternoon session will have the times of 12:30 – 3.30pm</p> <p>The rest of the children from Reception through to Year 6 will be given an arrival slot of 20 minutes, from 8:30 – 8:50am. Their collection slots will be from 3.05-3.25pm. Parents will continue to follow a one-way system when arriving and leaving the school grounds and distanced queuing systems will be set up outside each classroom. This arrangement does not limit the usual teaching time for any year group.</p> <p>Staff, parents and children will be encouraged to continue to the rule ‘stick to the right’ as they move around the school and school grounds, as this has helped the general organisation of school.</p> <p>School will continue to offer a broad curriculum including maths, English, science, humanities, PSCE, music and the arts, PE, D&T, RE and MfL.</p> <ul style="list-style-type: none"> ✓ More formal assemblies will be reintroduced as the autumn term progresses. ✓ Break times and lunch times will continue to be staggered as this has worked well for children and staff. These timetable arrangements will be shared with staff and parents / carers to ensure transparency in all aspects of the return to school. <p><u>Morning breaks:</u> Years 4 - 6 – 10.15-10.30am (to mix on one playground / field) Years 1 - 3 – 10.45-11am (to mix on one playground / field) EYFS - NA</p>	SLT	Agreed 13.7.20 to commence 2.9.20 Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed and updated 3.1.21 Reviewed 8.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21 Reviewed by SLT 13.9.21

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	<p><u>Lunch breaks:</u> Years 4-6 – outside time 12-12.30pm / inside lunch 12.30-1pm (to mix on one playground / field) Years 1 - 3 – inside lunch 12-12.30pm / outside time 12.30-1pm (to mix on one playground / field) Reception and Reception / 1 – hall required 11.45-12.30pm / outside time 12.30-1pm on main playground (to mix on one playground / field)</p> <p><u>Afternoon breaks:</u> KS2 – none KS1 – as and when needed at a time chosen by the class teacher EYFS - NA</p> <ul style="list-style-type: none"> ✓ All staff will still be timetabled to have the allotted breaks they are entitled to and the staff room is reopen for staff to use at lunch, should they wish. Staff will be encouraged to follow Government guidance re wearing a face mask in busy indoor areas. 		
<p>5. EYFS settings and classrooms</p> <p>PH: <u>CONTRACTING OR SPREADING CORONAVIRUS IN EARLY YEARS SETTINGS WHERE CHILDREN ARE UNABLE TO SOCIALLY DISTANCE</u></p>	<ul style="list-style-type: none"> ✓ Most recent government guidance will be followed (August 2021). ✓ Class contact will be minimised initially so as classes can settle and then the EYFS areas will begin working as one open space again, with classes mixing. ✓ Classes will mix for RWI sessions from 6.9.21. ✓ Any staff administering intimate care may wear aprons, face covering / face shield and gloves if necessary. ✓ Younger children will be supervised closely when hand washing and applying sanitiser to ensure this is done safely, thoroughly and regularly. 	SLT, EYFS staff and Engie Staff	<p>Agreed 13.7.20 to commence 2.9.20</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21 Reviewed by SLT 25.2.21 Reviewed 17.5.21 Reviewed by SLT 2.9.21</p>
<p>6. Removal of unnecessary items from classrooms</p> <p>PH: <u>CONTRACTING OR SPREADING</u></p>	<ul style="list-style-type: none"> ✓ All items of furniture are to be placed back in to class for the classrooms to function as normal. 	SLT, teaching and support staff and Engie staff	<p>Agreed 13.7.20 to commence 2.9.20</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local</p>

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
<u>CORONAVIRUS THOUGH SURFACE CONTACT AND LIMITED ABILITY TO MAXIMISE SPACE TO DISTANCE</u>			authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21 Reviewed 8.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21
7. Clinically Vulnerable and Extremely Clinically Vulnerable staff and pupils <u>INCREASED RISK OF INFECTION AND COMPLICATIONS FOR SOME INDIVIDUALS</u>	<ul style="list-style-type: none"> ✓ School will apply in full the measures detailed in the Government Guidance ✓ Shielding advice for all adults and children will be followed as and when this is nationally or locally introduced. ✓ Where a pupil is unable to attend school because they are complying with clinical and/or public health advice at the time, they will be offered access to remote education and engagement will be monitored as appropriate. ✓ If staff members are asked to shield again, then measures will be put in place to allow the member of staff to work from home. 	HT, HR, Parents and class teachers	Agreed 13.7.20 to commence 2.9.20 Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21 Reviewed 7.1.21 Reviewed by SLT 25.2.21 Reviewed 17.5.21 Reviewed by SLT 2.9.21
8. Promoting Mental Health and Emotional Wellbeing <u>PH: MENTAL HEALTH AND WELLBEING AFFECTED THROUGH ANXIETY ABOUT CORONAVIRUS</u>	<ul style="list-style-type: none"> ✓ Continue to keep staff, parents and pupils up to date with steps being taken to promote a safe school environment so they feel involved and reassured. ✓ Government guidance relating to support for stress and mental health will be followed. ✓ Class sessions with a focus on emotional wellbeing will be held regularly to focus on the class' whole class targets to help support their emotional wellbeing (linked to 'ECM Incredible Me!'). 	SLT and teaching and support staff	Agreed 13.7.20 to commence 2.9.20 Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20

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			<p>Reviewed Dec 20</p> <p>Reviewed 3.1.21</p> <p>Reviewed by SLT 25.2.21</p> <p>Reviewed 17.5.21</p> <p>Reviewed by SLT 2.9.21</p>
<p>9. Arrival and exit procedures</p> <p><u>PH: CONTRACTING OR SPREADING CORONAVIRUS BY NOT TAKING STEPS TO MINIMISE CONTACT AND ADHERE TO SOCIAL DISTANCING WHERE POSSIBLE ON THE SCHOOL GROUNDS</u></p>	<ul style="list-style-type: none"> ✓ Only one adult per family group will be continued to be encouraged onto school grounds as this has worked well and has benefitted families, school and children. ✓ Parents/Carers will be encouraged to use alternative ways of communicating with school, as again, this has worked well. However, parents may continue to come in to school when needed and may book appointments with staff, as per the summer term system. ✓ MAC and Kidz Club will continue to run on a slightly reduced provision, with a review at the end of week 2, depending on demand for the clubs. ✓ The one-way system on to and off the playgrounds will continue, as this has helped the efficient drop off and collection of children. Please see section 4 above. <p><i>NB:</i></p> <p><i>-Any children with additional SENDB requirements will have a bespoke plan established by parents and staff prior to September.</i></p> <p><i>-All children will be requested to walk sensibly or parents will be called to drop off/pick up.</i></p> <ul style="list-style-type: none"> ✓ Any contractors entering the school building (or essential visitors) will be briefed by Admin staff re the school's regulations, policies and procedures. ✓ Children are now able to come to school on bikes / scooters and use the collective bike spaces. ✓ On arrival all visitors or volunteers will have their temperature taken and will be asked to adhere to the school's current policy on hand/respiratory hygiene and social distancing. Depending on the areas of school accessed they may be required to wear face coverings and must complete the Trust's track and trace documentation. ✓ A one-way system will be continued through school and on school grounds – 'stick to the right' as this has worked well and supported the efficient movement around school. ✓ Appropriate markers will be used on the playground / paths to support parents in keeping an appropriate distance from classroom doors at pick up/drop off and from each other (please refer to X marks the spot and metre distance markings detailed above). ✓ SLT to be present at the beginning / end of the day on the school site to encourage maximum health and safety of children, parents and staff and to encourage good organisation of the community. 	<p>SLT, Admin, teaching, support and Engie staff</p>	<p>Agreed 13.7.20 to commence 2.9.20</p> <p>Agreed 13.7.20 to commence 2.9.20</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance.</p> <p>Reviewed Oct 20</p> <p>Reviewed Dec 20</p> <p>Reviewed and updated 3.1.2021</p> <p>Reviewed by SLT 25.2.21</p> <p>Reviewed by SLT 17.5.21</p> <p>Reviewed by SLT 2.9.21</p>

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
<p>10. Staff or children showing signs of COVID 19 / Confirmed case of COVID 19 and testing</p> <p><u>PH: STAFF OR CHILDREN CONTRACTING CORONAVIRUS FROM INDIVIDUALS SHOWING SYMPTOMS OF COVID 19 OR WHERE A CASE HAS BEEN CONFIRMED</u></p>	<ul style="list-style-type: none"> ✓ Staff/children will continue to follow school policy and guidance for attendance re absences. Parents are expected to phone up each day if their child is absent / poorly. Staff will contact their line manager before 7am to inform them if they are unable to attend work. ✓ Any suspected staff cases of COVID-19 must be reported to SLT. ✓ Should any child show symptoms in school, they will be isolated in the Community Room and parents called to take them for a PCR test, in line with National Guidance. <p>Any member of the school community (children, pupils, staff and other adults) should not attend the setting if they:</p> <ul style="list-style-type: none"> • Have any of the main Covid-19 symptoms (i.e., a high temperature (37.8 or higher), a new, continuous cough and a loss or change to sense of smell or taste). • Have tested positive for Covid-19 (less than 11 days ago). • Have been contacted through NHS Test and Trace and been advised to stay at home, unless exempt from self-isolation- <p>Asymptomatic contacts do not need to self-isolate if either:</p> <ul style="list-style-type: none"> • they're under 18 • they had their second vaccine dose from the NHS more than 14 days ago. <p><u>Single Confirmed Covid-19 Case</u></p> <p>If there is a single positive case identified in an individual attending WSPSPS the setting does not need to notify any other agency.</p> <p>The school may seek support from the DfE helpline if necessary (accessible 7 days a week) 0800 046 8687 (option 1) or the DfE Portal.</p> <p>The following steps will be taken in line with the latest guidance:</p> <ul style="list-style-type: none"> • All contact tracing will be undertaken by NHS Test and Trace. • From 16 August 2021, asymptomatic children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive 	<p>SLT and class staff</p> <p>Parents</p>	<p>Agreed 13.7.20 to commence 2.9.20</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20</p> <p>Section reviewed and updated with most up to date guidance 3.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21</p>

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
	<p>COVID-19 case. Instead, they will be informed that they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p> <ul style="list-style-type: none"> • A remote learning plan will be implemented for those isolating. • From 16 August 2021, asymptomatic staff members who are fully vaccinated will also not need to self-isolate following close contact with a positive case. They will however be asked to take a Lateral Flow Test/ PCR test before returning to school. • Any individual who has symptoms or who has tested positive for Covid-19 must self-isolate in line with Government guidance. <p>All settings should seek advice if a pupil or staff member is admitted to hospital with Covid-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1). Hospitalisation could indicate increased severity of illness or a new VoC. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.</p> <p><u>Multiple Confirmed Covid-19 Cases</u></p> <p>If there are multiple linked confirmed cases amongst individuals attending WSPS within 14 days, the school may have an outbreak.</p> <p>The school may seek support from the BMBC Children and Young People's Public Health team via Covid19childrenandeducationreporting@barnsley.gov.uk when one of the following thresholds is reached:</p> <ul style="list-style-type: none"> • For most education and childcare settings, whichever of these thresholds is reached first: <ul style="list-style-type: none"> ○ 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; OR ○ 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period (35 children). <p>The school will work in collaboration with BMBC Public Health to reach a decision around what measures may need to be put in place in line with this plan.</p>		
11. Hygiene and prevention of spread	<p>✓ Children will be reminded to wash hands regularly and follow the 20 second hand wash rule. Staff must also ensure that hands are frequently and thoroughly cleaned.</p>	All staff	Agreed 13.7.20 to commence 2.9.20

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
<p><u>PH: GETTING OR SPREADING CORONAVIRUS BY NOT WASHING HANDS OR NOT WASHING THEM ADEQUATELY</u></p> <p><u>PH: GETTING OR SPREADING CONORNAVIRUS THROUGH A LACK OF RESPIRATORY HYGIENE</u></p> <p><u>PH: GETTING OR SPREADING CORONAVIRUS BY NOT ADEQUATELY CLEANING WORK STATIONS, SURFACES AND EQUIPMENT</u></p>	<ul style="list-style-type: none"> ✓ Staff in class to supervise the use of hand sanitising as appropriate to reduce the risk of ingestion. Children may bring in their own hand sanitiser to use. ✓ All staff to have high expectations around hand washing and sanitising routines and high expectations around behaviour relating to this (including of children with SENDB). ✓ Emphasis will continue to be made on using 'catch it, bin it, kill it' with coughs and sneezes and regular videos of such will be shared with the children in school. ✓ Staff to wear a face mask / shield in communal areas which are busy and congested. Staff in class do not need to wear face coverings. Staff will wear them if they have to speak to parents, as a matter of courtesy. ✓ Aqueous Ozone spray bottles will continue to be used in class on a regular basis. These are to be in each classroom/shared area and the Aqueous Ozone solution refreshed daily and used on a regular basis by class staff to support the cleaning of resources. Staff will be encouraged to frequently spray eg after the children have eaten in clases. ✓ Caretaker to carry out regular bin checks, hot spot cleaning and Aqueous Ozone refreshes daily. ✓ Doors to be left open, where possible and safe to do so, to minimise contact and the possibility of spreading the virus. ✓ Staff will be supplied with hand sanitiser for them to use when the washing of hands is not possible. ✓ Children (and staff) should be encouraged to clean their hands: When they arrive at school; when they return from breaks; when they change rooms; before and after eating. 		<p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20</p> <p>Reviewed 3.1.21 Reviewed by SLT 25.2.21 Reviewed 17.5.21 Reviewed by SLT 2.9.21</p>
<p>12. Lunchtimes</p> <p><u>PH: CONTRACTING OR SPREADING CORONAVIRUS IN COMMON USE HIGH TRAFFIC AREAS IN SCHOOL SUCH AS DINING ROOM, PLAYGROUND, FIELD AND STAFFROOM</u></p>	<ul style="list-style-type: none"> ✓ School dinners will continue as they have done during 2020-21 (in classes for Years 1 – 6, staggered) and in the hall / EYFS areas for EYFS children. Classes will have their own SMSA. This will be reviewed during autumn 1. This will prevent queueing at lunchtimes for the foreseeable, so appropriate, more staggered hall times can be planned for. ✓ A full menu will be available to all children. ✓ Since reviewed in October 2020, additional hot lunch options have been added to the menu. Since March reopening full lunch offer has resumed. ✓ Lunch eating arrangements include lunches to be eaten in classrooms to ensure children are not mixing with other groups whilst they eat, with a consistent, designated SMSA team to care for the children (limiting the number of adults within a bubble). ✓ Personal water bottles, clearly labelled, are to be brought and kept on individuals' desks / areas. ✓ Whilst Nursery will not be in at lunch, parents are to provide a full water bottle to last for the session. 	<p>SLT</p> <p>SMSAs</p>	<p>Agreed 13.7.20 to commence 2.9.20</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20</p> <p>Reviewed 3.1.21 Reviewed by SLT 25.2.21</p>

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
	<ul style="list-style-type: none"> ✓ Staff dinners: All staff will still be entitled to allotted breaks. Staff may use the staff room once again, but are asked to be cautious if it is busy (eg wear face masks / distance and keep safe). 	SLT and CT	Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21
13. Toilets <u>PH: CONTRACTING OR SPREADING CORONAVIRUS DUE TO LACK OF DISTANCING IN CONFINED BATHROOM AREAS OR UNSANITARY TOILET AREAS</u>	<ul style="list-style-type: none"> ✓ Children and staff to continue to use their class' relevant toilets (to be reviewed in autumn 1). 		Agreed 13.7.20 to commence 2.9.20 Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed Oct 20 Reviewed Dec 20 Reviewed 3.1.21 Reviewed by SLT 25.2.21 Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21
14. Ventilation <u>PH: POOR WORKPLACE VENTILATION LEADING TO RISKS OF CORONAVIRUS</u>	<ul style="list-style-type: none"> ✓ Government guidance on heating, ventilation and air conditioning (HVAC) to be followed ✓ Ventilation to increase air flow in all classrooms by ensuring air vents, windows and doors are opened when is safe and appropriate to do so 		Added as a specific hazard to risk assess following Government guidance published 22.2.21 Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance. Reviewed by SLT 17.5.21 Reviewed by SLT 2.9.21
15. Homeworking	<ul style="list-style-type: none"> ✓ Government guidance will be followed to support anyone working from home (eg self-isolating as a contact). 	SLT ICT manager	Added as a specific hazard to risk assess following

Potential Hazards	Controls	Controls applied by	Controls completed / Date agreed
<p>PH: MUSCULOSKELETAL DISORDERS AS A RESULT OF USING DSE AT HOME FOR A LONG PERIOD OF TIME</p> <p><i>Added as a specific hazard to risk assess following Government guidance published 22.2.21</i></p>	<ul style="list-style-type: none"> ✓ There is no increased risk for people working at home temporarily but if this arrangement becomes long term the risks will be assessed further for each individual ✓ For all people working at home using display screen equipment (DSE) information and training provided about how to protect themselves, e.g. take regular breaks, stretching exercises ✓ Further information on how to set up a workstation for short duration home working and also what to do for long term home working, which can be found on HSE's Protect homeworkers page will be shared with staff working from home 		<p>Government guidance published 22.2.21</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance.</p> <p>Reviewed by SLT 2.9.21 – as and when required to WFH</p>
<p>16. Staff living or traveling together PH GETTING OR SPREADING CORONAVIRUS THROUGH WORKERS LIVING TOGETHER AND/OR TRAVELLING TO WORK TOGETHER</p> <p><i>Added as a specific hazard to risk assess following Government guidance published 22.2.21</i></p>	<ul style="list-style-type: none"> ✓ SLT will work with staff to identify any workers who travel to work together for use with Test and Trace and PHE re self-isolation in the event of a positive case of COVID-19. ✓ SLT to discuss with workers who live and/or travel to work together to agree how to prevent the risks of spreading coronavirus 	SLT in collaboration with staff	<p>Added as a specific hazard to risk assess following Government guidance published 22.2.21</p> <p>Actions and controls ongoing to be reviewed half termly or amended in response to future local authority or Government guidance.</p> <p>Reviewed by SLT 2.9.21</p>
<p>17. Asymptomatic Spread of Virus PH Asymptomatic spread of virus amongst adults in school</p>	<ul style="list-style-type: none"> ✓ All staff encouraged to engage with LFT testing. Tests to be completed twice weekly. SLT to coordinate and engage fully with Track and Trace. 	SLT	<p>Added as a specific hazard to risk assess following Government guidance published 22.2.21</p> <p>Actions and controls ongoing to be reviewed half termly or amended</p>

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			in response to future local authority or Government guidance. Reviewed by SLT 2.9.21

If you require any details in relation to our current learning offer and remote learning policy, please contact a member of SLT at school.

Message to Parents:

We politely request that parents use their own initiative as well as being directed by staff where possible, whilst on the school site. This includes:

- driving very slowly up / down the school drive (distancing the car from any road markings)
- parking on the school turning circle, when parents are physically able to, rather than driving to the top of the school drive (this applies only to the parent / carers which have physical disabilities or those of their children)
- allow others to walk up / down the drive path if they are already on it to allow for social distancing
- walk on the drive adhering to the allotted markings in a safe manner, being aware of cars etc
- ALWAYS adhering to any enforced social distancing rules (not walking together or congregating in parts of the school grounds)
- wear a face covering if you prefer to.